



Date: 25 September 2007

MEMORANDUM

NOTICE TO POTENTIAL OFFERORS

SUBJECT: Solicitation HSCG23-07-R-AFR001 - Government Furnished Information (GFI)

1. The U. S. Coast Guard is making available the opportunity for all offerors preparing bids for the FRC-B Request for Proposal to view all GFI documents listed in Section J, Attachment 6, of the RFP. This includes all prime contractors as well as vendors and subcontractors.
2. All GFI documents will be made available for review in a secure reading room at the U. S. Coast Guard Headquarters. Documents available for viewing will not be allowed to be removed from the premises or reproduced in any manner. However, contractors will be allowed to take hand written notes to facilitate proposal development.
3. Prior to reviewing GFI documents, all contractors must complete the Defense Logistics Information Service (DLIS) certification process and provide the U. S. Coast Guard with a valid certification number. Certification can be attained by completing DD Form 2345 as outlined in DoD Directive 5230.25 and <http://www.dlis.dla.mil/jcp/faq.asp>. The U.S. Coast Guard will validate all certification numbers prior to granting access to any GFI documents.
4. GFI documents will be made available Monday – Friday from 8:00 AM to 4:00 PM EST on normal Government work days at U.S. Coast Guard Headquarters by appointment beginning 1 October 2007 through 19 November 2007. When requesting a viewing, contractors shall provide the name of the business they represent, a valid DLIS certification number, and a list of specific documents for viewing. Requests shall be submitted **NO LESS THAN** 48 hours prior to the desired viewing date. Upon arrival at Coast Guard Headquarters, contractors will be required to present proper credentials verifying current employment.
5. All requests for GFI viewing shall be made through Ms. Megan Schleip 202-475-3185, email – Megan.C.Schleip@uscg.mil, or Mr. Robert Morrison 202-475-3118, e-mail – Robert.M.Morrison@uscg.mil. The reading room is located at:

U. S. Coast Guard Headquarters
Jemal Building
1900 Half St SW
Washington, DC 20024
6. Questions, with regards to the reading room, shall be directed to the Contracting Officer via email at Henrietta.K.Brisbon@uscg.mil.